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Approved For Release 2004/05/05 : CIA-RDP80M01133A000600210017-2

MEMORANDUM FOR: USIB Members

SUBJECT : National Intelligence Officers

1. National Intelligence Officers will be appointed by the Director of Central Intelligence for such geographical areas or functional subjects as may be required from time to time. Each NIO will be the Director's personal representative and will report directly to him on his subject, but all direction will be issued through normal command channels to elements of USIB member agencies.
2. The primary function of an NIO will be to provide contact laterally on his subject across the functionally organized Intelligence Community and with customers and outside consultants as required. Each NIO will be responsible to the Director for providing Intelligence Community coordinated products (using such panels of experts and arranging USIB consideration as may be required) to satisfy requirements for NIE's, NSSM responses, DCI briefings (e.g., NSC, WSAG, Congress), etc. He will assist the Director in identifying customer needs for National Intelligence, uncertainties requiring collection guidance, analysis or production, and national policy problems on which National Intelligence might offer assistance. He will maintain close personal contact with NSC Staff and other principal intelligence consumers and contributors at the departmental level. The NIO will be charged with presenting for the Director's review fully objective presentations of alternate views and interpretations.
3. Each designated NIO will be assigned one or more assistants and secretarial aid as may be required from time to time to assist him in his substantive, coordinating and requirements duties and in drafting or editing when needed. These assistants will be assigned on an ad hoc or extended detail from USIB member agencies as required.

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- 2 -

4. One National Intelligence Officer will be assigned administrative authority for the National Intelligence Officers. He will chair meetings of National Intelligence Officers for discussion of production standards, work schedules, quality control and product review. He will be assisted by an Editorial Staff to provide central editorial standards, schedules and assistance for the National Intelligence Officers.

5. National Intelligence Officers (tentative):

USSR and Satellites

Europe and NATO

Northeast Asia

Southeast Asia

Arab World

Latin America

Economic Intelligence

Strategic Weapons (and SALT)

General Purpose Forces (and MBFR)

6. USIB members are invited to nominate candidates for the tentative positions in paragraph 5, from their agency or from other sources. Final selection will be made by the Director of Central Intelligence according to individual qualifications. Any individuals selected from outside CIA will serve on reimbursable detail.

7. The NIO's will replace the present Board and Office of National Estimates, the Special Assistant for Vietnamese Affairs, and other units as appropriate.

W. E. Colby